

201 South Grand Avenue East
Springfield, Illinois 62763-0002Telephone: (217) 524-7478
TTY: (877) 204-1012

Non-Emergency Transportation Providers:

On November 9, 2005, the Department of Healthcare and Family Services (HFS) released a Request for Proposal (RFP) for the administration and operation of a Non-Emergency Medical Transportation (NEMT) Broker Program beginning July 1, 2006. Through this RFP, the Department seeks to convert its current NEMT program from a prior approval direct payment system to a full-risk broker arrangement in order to standardize the provision of NEMT services. This new program will include transportation of residents of long-term care facilities and implement further efficiencies. At completion of the RFP process, the selected vendor will have a contract with the State of Illinois to manage the Healthcare and Family Services NEMT program by authorizing, coordinating and scheduling non-emergency trips for Illinois Medicaid and KidCare participants. The vendor will contract with transportation providers to provide the NEMT services and will reimburse those providers directly.

Illinois transportation providers including those currently enrolled with the Department may receive correspondence from multiple bidders soliciting a Letter of Commitment. The Department's RFP requires bidders to obtain Letters of Commitment from transportation providers when submitting a proposal in order to ensure that the bidder will have an adequate network if awarded the contract. Section 4.4.6.7 on page 19 of the RFP describes the department's requirements regarding Letters of Commitment.

Providers are encouraged to sign the Letter of Commitment from any vendor with whom the provider is considering contracting. Signing a Letter of Commitment does not bind a transportation provider to contract with that vendor. The decision to sign a contract with the chosen Vendor rests with the transportation provider. However, once the NEMT Broker program starts on July 1, 2006, the only way for a provider to participate in the Department's non-emergency transportation program is to contract with the selected vendor. Providers will no longer be able to submit claims for payment directly to the Department.

The RFP for the NEMT Broker Program may be viewed through the state's Central Management Services' website at www.cms.il.gov. On the CMS web page, select the "Selling to Illinois" option on the left, followed by the "Illinois Procurement Bulletin" option on the right. In order to view the RFP, users must first complete the on-line form under "Registration". Once registered, select the "IllinoisBID" option, followed by the "HFS NEMT Broker Program RFP", reference number 22009295, option. The file attachment options are located at the bottom of the page. The description of the program and the Vendor contract requirements are contained in Section 4 of the document.

Questions about the department's procurement may be directed to Mickey Rendok at 217-524-7478.